

**River Forest District 90**  
**PRESS Policy Update Issue 112 – June, 2023**

**First Reading – August 21, 2023**

<b>Policy Number</b>	<b>Policy Description</b>	<b>Recommended Action</b>
2:80	Board Member Oath and Conduct	Recommend Adoption with Edits
2:80-E	Board Member Code of Conduct	Recommend Adoption
2:170	Procurement of Architectural, Engineering, Land Surveying, and Consultant Services	Recommend Adoption
4:45	Insufficient Fund Checks and Debt Recovery	Recommend Adoption
4:100	Insurance Management	Recommend Adoption
5:230	Maintaining Student Discipline	Recommend Adoption
6:10	Educational Philosophy and Objectives	Recommend Adoption with Edits
6:190	Extracurricular and Co-Curricular Activities	Recommend Adoption
6:240	Field Trips and Recreational Class Trips	Recommend Adoption with Edits
7:70	Attendance and Truancy	Recommend Adoption with Edits
7:305	Student Athlete Concussions and Head Injuries	Recommend Adoption
8:25	Advertising and Distributing Materials in Schools Provided by Non-School Related Entities	Recommend Adoption
8:95	Parental Involvement	Recommend Adoption

# Document Status: Review and Monitoring

## Section 2 - BOARD OF EDUCATION

### 2:80 Board Member Oath and Conduct

Each Board of Education member, before taking his or her seat on the Board, shall take the following oath of office: [PRESSPlus1](#)

**I, (name), do solemnly swear** (or affirm) that I will faithfully discharge the duties of the office of member of the Board of Education of River Forest School District 90, in accordance with the Constitution of the United States, the Constitution of the State of Illinois, and the laws of the State of Illinois, to the best of my ability.

**I further swear** (or affirm) that:

**I shall respect** taxpayer interests by serving as a faithful protector of the School District's assets;

**I shall encourage** and respect the free expression of opinion by my fellow Board members and others who seek a hearing before the Board, while respecting the privacy of students and employees;

**I shall recognize** that a Board member has no legal authority as an individual and that decisions can be made only by a majority vote at a public Board meeting; and

**I shall abide** by majority decisions of the Board, while retaining the right to seek changes in such decisions through ethical and constructive channels;

**As part of the Board of Education**, I shall accept the responsibility for my role in the equitable and quality education of every student in the School District;

**I shall foster** with the Board extensive participation of the community, formulate goals, define outcomes, and set the course for River Forest School District 90;

**I shall assist** in establishing a structure and an environment designed to ensure all students have the opportunity to attain their maximum potential through a sound organizational framework;

**I shall strive** to ensure a continuous assessment of student achievement and all conditions affecting the education of our children, in compliance with State law;

**I shall serve** as education's key advocate on behalf of students and our community's school (or schools) to advance the vision for River Forest School District 90; and

**I shall strive** to work together with the District Superintendent to lead the School District ~~toward~~ fulfilling the vision the Board has created, fostering excellence for every student in the areas of academic skills, knowledge, citizenship, and personal development.

*Pro Tem*

The Board President will administer the oath in an open Board meeting; in the absence, ~~of the President, the Vice President will administer the oath. If neither is available, the Board member with the longest service on the Board will administer the oath.~~

*The Secretary to the Board will administer the oath.*

The Board adopts the Illinois Association of School Boards' "Code of Conduct for Members of School Boards." A copy of the Code shall be displayed in the regular Board meeting room.

LEG. REF:

[105 ILCS 5/10-16.5.](#)

CROSS REF.: 1:30 (School District Philosophy), 2:20 (Powers and Duties of the Board of Education; Indemnification), 2:50 (Board Member Term of Office), 2:100 (Board Member Conflict of Interest), 2:105 (Ethics and Gift Ban), 2:210 (Organizational Board of Education Meeting)

Adopted: February 19, 2019

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### **PRESSPlus Comments**

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com)), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
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**Issue 112, June 2023**

## *Document Status: Review and Monitoring*

### **Board Member Oath and Conduct**

#### **2:80-E Exhibit - Board Member Code of Conduct**

Each member of the River Forest School District 90 Board of Education ascribes to the following code of conduct: [PRESSPlus1](#)

1. **I shall represent** all school district constituents honestly and equally and refuse to surrender my responsibilities to special interest or partisan political groups.
2. **I shall avoid** any conflict of interest or the appearance of impropriety which could result from my position, and shall not use my Board of Education membership for personal gain or publicity.
3. **I shall recognize** that a Board of Education member has no legal authority as an individual and that decisions can be made only by a majority vote at a Board of Education meeting.
4. **I shall take no private action** that might compromise the Board or administration and shall respect the confidentiality of privileged information.
5. **I shall abide** by majority decisions of the Board of Education, while retaining the right to seek changes in such decisions through ethical and constructive channels.
6. **I shall encourage and respect** the free expression of opinion by my fellow Board of Education members and others who seek a hearing before the Board of Education.
7. **I shall be involved** and knowledgeable about not only local educational concerns, but also about State and national issues.

In addition, **I shall encourage** my Board of Education to pursue the following goals:

1. The development of educational programs which meet the individual needs of every student, regardless of ability, race, sex, creed, social standing, or disability;
2. The development of procedures for the regular and systematic evaluation of programs, staff performance and Board of Education operations to ensure progress toward educational and fiscal goals;
3. The development of effective Board of Education policies which provide direction for the operation of the schools and delegate authority to the Superintendent for their administration;
4. The development of systematic communications which ensure that the Board of Education, administration, staff, students and community are fully informed and that the staff understands the community's aspirations for its schools; and
5. The development of sound business practices which ensure that every dollar spent produces maximum benefits.

REVIEWED: November 18, 2013; February 19, 2019

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#### **PRESSPlus Comments**

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*Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

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**Issue 112, June 2023**

## *Document Status: Draft Update*

### **Section 2 - BOARD OF EDUCATION**

#### **2:170 Procurement of Architectural, Engineering, Land Surveying, and Consultant Services**

The Board of Education selects architects, engineers, land surveyors, and consultants to provide professional services to the District on the basis of demonstrated competence and qualifications, and in accordance with State law.

LEGAL REF.:

40 U.S.C. §1101 et seq<sup>544</sup>. [PRESSPlus1](#)

[50 ILCS 510/](#), Local Government Professional Services Selection Act.

[105 ILCS 5/10-20.21.](#)

*Shively v. Belleville Twp. High Sch. Dist. 201*, 329 Ill.App.3d 1156 (5th Dist. 2002), *appeal denied*.

Adopted: August 20, 2018

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#### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to a five-year review. **Issue 112, June 2023**

## Document Status: Draft Update

### Section 4 - OPERATIONAL SERVICES

#### **4:45 Insufficient Fund Checks and Debt Recovery**

##### Insufficient Fund Checks

The Superintendent or designee is responsible for collecting up to the maximum fee authorized by State law for returned checks written to the District which are not honored upon presentation to the respective bank or other depository institution for any reason. The Superintendent or designee is authorized to contact the Board Attorney whenever necessary to collect the returned check amount, fee, collection costs and expenses, and interest.

##### Delinquent Debt Recovery

The Superintendent is authorized to seek collection of delinquent debt owed the District to the fullest extent of the law.

A Local Debt Recovery Program may be available through the Illinois Office of the Comptroller (IOC) ~~in the future.~~ PRESSPlus1 To participate in it, an intergovernmental agreement (IGA) between the District and the IOC must be in existence. The IGA establishes the terms under which the District may refer a delinquent debt to the IOC for an offset (deduction). The IOC may execute an offset, in the amount of the delinquent debt owed to the District, from a future payment that the State makes to an individual or entity responsible for paying the delinquent debt.

The Superintendent or designee shall execute the requirements of the IGA. While executing the requirements of the IGA, the Superintendent or designee is responsible, without limitation, for each of the following:

1. Providing a District-wide, uniform, method of notice and due process to the individual or entity against whom a claim for delinquent debt payment (*claim*) is made. Written notice and an opportunity to be heard must be given to the individual or entity responsible for paying a delinquent debt before the claim is certified to the IOC for offset. The notice must state the claim's amount, the reason for the amount due, the claim's date or time period, and a description of the process to challenge the claim. An individual or entity challenging a claim shall be provided an informal proceeding to refute the claim's existence, amount, or current collectability; the decision following this proceeding shall be reviewable. If a waiver of student fees is requested as a challenge to paying the claim, and the waiver of student fees is denied, an appeal of the denial of a fee waiver request shall be handled according to 4:140, *Waiver of Student Fees*. If no waiver of student fees is requested, reviews regarding payment of the claim shall be handled according to this policy before certification to the IOC for offset.
2. Certifying to the IOC that the debt is past due and legally enforceable, and notifying the IOC of any change in the status of an offset claim for delinquent debt.
3. Responding to requests for information from the IOC to facilitate the prompt resolution of any administrative review requests received by the IOC.

##### LEGAL REF.:

15 ILCS 405/10.05 and 10.05d, State Comptroller Act.

105 ILCS 123/, Hunger-Free Students' Bill of Rights Act.

810 ILCS 5/3-806, Uniform Commercial Code.

~~ADOPTED: September 21, 2015~~

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### **PRESSPlus Comments**

PRESSPlus 1. The Ill. Office of the Comptroller (IOC) operates an Offset System for collecting debt owed to the State, political subdivisions of the State, and school districts by persons receiving payments from the State. Seeking debt recovery through an offset of a future payment the State makes to a debtor is optional. The requirements in this policy for obtaining an offset are either in statute or the IOC's intergovernmental agreement (IGA). 15 ILCS 405/10.05 and 10.05d. The first step to participate is to contact a LDRP manager with the IOC to request an IGA with the IOC's office. Program managers work one-on-one with districts and matters are handled on a case-by-case basis. The LDRP's number for local governments is 312-814-3090. Contact the board attorney for advice and assistance. Note that historically, the IOC has been reluctant to pursue school lunch debts under the LDRP. **Issue 112, June 2023**



## Document Status: Draft Update

### Section 4 - OPERATIONAL SERVICES

#### **4:100 Insurance Management**

The Superintendent shall recommend and maintain all insurance programs that provide the broadest and most complete coverage available at the most economical cost, consistent with sound insurance principles.

The insurance program shall include:

1. Liability coverage to insure against any loss or liability of the School District and the listed individuals against civil rights damage claims and suits, constitutional rights damage claims and suits, and death and bodily injury and property damage claims and suits, including defense costs, when damages are sought for negligent or wrongful acts allegedly committed in the scope of employment or under the Board's direction or related to any mentoring services provided to the District's ~~certified/licensed~~ PRESSPlus1 staff members; Board members; employees; volunteer personnel authorized by 105 ILCS 5/10-22.34, 5/10-22.34a, and 5/10-22.34b; mentors of ~~certified/licensed~~ staff members authorized in 105 ILCS 5/21A-5 et seq. (new teacher), 105 ILCS 5/2-3.53a (new principal), and 2-3.53b (new superintendents); and student teachers.
2. Comprehensive property insurance covering a broad range of causes of loss involving building and personal property. The coverage amount shall normally be for the replacement cost or the insurable value.
3. Workers' Compensation to protect the individual employees against financial loss in case of a work-related injury, certain types of disease, or death incurred in an employee-related situation.
4. Employee insurance programs, including, but not limited to employee health, dental, accident and life insurance programs set for the in the Negotiated contract between the Board of Education of School District 90 and the River Forest Education Association.
5. Student insurance which the Board of Education annually purchases. It covers each student for injuries incurred while participating in school sponsored and supervised activities, including athletics.

It is also the intent of the Board of Education to make available an optional program of 24-hour student accident coverage and 24-hour dental accident coverage. The Board of Education shall approve the agency permitted to sell such additional student insurance.

LEGAL REF.:

Consolidated Omnibus Budget Reconciliation Act, Pub. L. 99-272, §10001, ~~100 Stat. 222~~, 26 U.S.C. §4980B(f) of the I.R.S. Code, 42 U.S.C. §300bb-1 et seq.

105 ILCS 5/2-3.53a, 5/2-3.53b, 5/10-20.20, 5/10-22.3, 5/10-22.3a, 5/10-22.3b, 5/10-22.3f, 5/10-22.34, 5/10-22.34a, 5/10-22.34b, 5/21A-5 et seq., and 5/22-15.

215 ILCS 5/, III. Insurance Code.

750 ILCS 75/, III. Religious Freedom Protection and Civil Union Act.

[820 ILCS 305/](#) Workers' Compensation Act.

[CROSS REF.: 7:300 \(Extracurricular Athletics\)](#)

CROSS REF.: 4:170 (Safety)

Adopted: June 17, 2019

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### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to a five-year review. **Issue 112, June 2023**

## *Document Status: Draft Update*

### **Section 5 - GENERAL PERSONNEL**

#### **5:230 Maintaining Student Discipline**

Maintaining an orderly learning environment is an essential part of each teacher's instructional responsibilities. A teacher's ability to foster appropriate student behavior is an important factor in the teacher's educational effectiveness. The Superintendent shall ensure that all teachers, other certificated [licensed] educational employees (except for individuals employed as paraprofessional educators), PRESSPlus1 and persons providing a student's related service(s): (1) maintain discipline in the schools as required in the School Code, and (2) follow the Board policies and administrative procedures on student conduct, behavior, and discipline.

When a student's behavior is unacceptable, the teacher should first discuss the matter with the student, if appropriate. If the unacceptable behavior continues, the teacher shall consult with the Building Principal and discuss the problem with the parent(s)/guardian(s). A teacher may remove any student from the learning setting whose behavior interferes with the lessons or participation of fellow students; a student's removal must be in accordance with Board policy and administrative procedures.

Teachers shall not use disciplinary methods which may be damaging to students, such as ridicule, sarcasm, or excessive temper displays. Corporal punishment (including slapping, paddling or prolonged maintenance of a student in physically painful positions, and intentional infliction of bodily harm) may not be used. Teachers may use reasonable force as needed to keep students, school personnel, and others safe, or for self-defense or defense of property.

LEGAL REF.:

[105 ILCS 5/24-24.](#)

[23 Ill.Admin.Code §1.280.](#)

CROSS REF.: [2:150 \(Committees\)](#), [7:190 \(Student Behavior\)](#), [7:230 \(Misconduct by Students with Disabilities\)](#)

~~ADOPTED: May 15, 2017~~

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#### **PRESSPlus Comments**

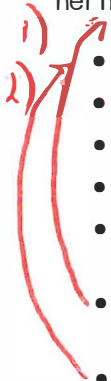
PRESSPlus 1. Updated in response to a five-year review. **Issue 112, June 2023**

## Document Status: Review and Monitoring

### Section 6 - INSTRUCTION

#### 6:10 Educational Philosophy and Objectives

The District's educational program seeks to provide an opportunity for each child to develop to his or her maximum potential. The objectives for the educational program are: [PRESSPlus1](#)

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- To foster self-discovery, self-awareness, and self-discipline.
  - To develop an awareness of and appreciation for cultural diversity.
  - To stimulate intellectual curiosity and growth.
  - To provide fundamental career concepts and skills.
  - To help each student develop sensitivity to the needs and values of others and a respect for individual and group differences.
  - To help each student strive for excellence and instill a desire to reach the limit of his or her potential.
  - To help each student develop the fundamental skills which will provide a basis for life long learning.
  - To be free of any sexual, cultural, ethnic, or religious bias.

The administrative staff is responsible for apprising the Board of Education of the educational program's current and future status. The Superintendent shall regularly report to the Board of Education regarding the educational program. This ~~report~~ <sup>reporting</sup> shall include but not be limited to the following:

- ~~A review and evaluation of the present curriculum;~~ <sup>Insert first bullet (attached)</sup> ~~Replace with second bullet (attached)~~
- A projection of curriculum and resource needs;
- An evaluation of, and plan to eliminate, any bias concerning the protected classifications identified in policy 7:10, *Equal Educational Opportunities*.
- A plan for new or revised instructional program implementation; and
- A review of present and future facility needs.

CROSS REF: 1:30 (School District Philosophy), 3:10 (Strategic Plan), 6:15 (School Accountability), 7:10 (Equal Educational Opportunities)

Adopted: August 20, 2018

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#### PRESSPlus Comments

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- A summary of student achievement using longitudinal data of all available standardized tests, reported on average and by key percentiles of the distribution, for all students and key subgroups, including but not limited to boys, girls, students of color, students with disabilities, and students eligible for a free or reduced-price lunch.
- A review and evaluation of the present curriculum that aims to understand how the curriculum affects student achievement relative to other curricula that could have been employed.

*and demonstrate*

## *Document Status: Review and Monitoring*

### **Section 6 - INSTRUCTION**

#### **6:190 Extracurricular and Co-Curricular Activities**

The Superintendent shall approve all District-sponsored extracurricular and co-curricular activities, using the following criteria: [PRESSPlus1](#)

1. The activity will contribute to the leadership abilities, social well-being, self-realization, good citizenship, or general growth of participants.
2. Fees are reasonable and do not exceed the actual cost of operation.
3. Requests from students.
4. The activity will be supervised by a school-approved sponsor.

Building Principals are responsible for the scheduling and announcing of student extracurricular and co-curricular activities.

Non-school sponsored student groups are governed by the District's policy on student use of school buildings.

#### Academic Criteria for Participation

Selection of members or participants is at the discretion of the teachers, sponsors, or coaches, provided that the selection criteria conform to the District's policies. Students must satisfy all academic standards and must comply with the activity's rules and the student conduct code.

LEGAL REF.:

[105 ILCS 5/10-20.30](#) and [5/24-24](#).

CROSS REF.: 4:170 (Safety), 7:10 (Equal Educational Opportunities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:300 (Extracurricular Athletics)

Adopted: August 20, 2018

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# Document Status: Review and Monitoring

## Section 6 - INSTRUCTION

### **6:240 Field Trips and Recreational Class Trips**

Field trips are permissible when the experiences are an integral part of the school curriculum and/or contribute to the District's educational goals. [PRESSPlus1](#)

All field trips must have the Superintendent or designee's prior approval. Field trips beyond a ~~200-mile radius of the school~~ or extending overnight must have the prior approval of the Board. The following factors are analyzed when determining whether to approve a field trip: educational value, student safety, parent concerns, heightened security alerts, and liability concerns. On all field trips, a fee set by the Superintendent or designee may be charged to help defray the transportation costs.

*Parents/guardians of students:* (1) shall be given the opportunity to consent to their child's participation in any field trip; and (2) are responsible for all entrance fees, food, lodging, or other costs, except that the District will pay such costs for students who qualify for a fee waiver under Board policy 4:140, *Waiver of Student Fees*. All non-participating students shall be provided an alternative experience. Any field trip may be cancelled without notice for any reason, including any risk to students, staff, or chaperones. Monies deposited may be forfeited.

Privately arranged trips, including those led by District staff members, shall not be represented as or construed to be sponsored by the District or school. The District does not provide liability protection for privately arranged trips and is not responsible for any damages arising from them.

#### Recreational Class Day Trips

Recreational class day trips are permissible provided they do not interfere with the District's educational goals. The provisions in this policy concerning field trips are also applicable to recreational class day trips, except that the District is not obligated to provide an alternative experience.

LEGAL REF.:

[105 ILCS 5/29-3.1.](#)

CROSS REF.: 4:140 (Waiver of Student Fees), 6:10 (Educational Philosophy and Objectives), 7:10 (Equal Educational Opportunities), 7:270 (Administering Medicines to Students)

Adopted: August 20, 2018

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County  
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 counties  
 of  
 DuPage,  
 Kane,  
 Lake,  
 McHenry  
 Will,

logging in at [www.iasb.com](http://www.iasb.com)), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary

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**Issue 112, June 2023**

## Document Status: Draft Update

### Section 7 - STUDENTS

#### **7:70 Attendance and Truancy**

##### Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades kindergarten through ~~812~~ in the public school regardless of age.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child ~~over 12 and under 14 years of age~~ while in confirmation classes, and (5) any child absent because of religious reasons, including to observe a religious holiday, for religious instruction, or because his or her religion forbids secular activity on a particular day(s) or time of day, and (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program. PRESSPlus1

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness (including mental or behavioral health of the student), observance of a religious holiday, death in the immediate family, attendance at a civic event, family emergency, other situations beyond the control of the student as determined by the Board, ~~voting pursuant to policy 7:90, Release During School Hours (GILCS 5/7-42 and 5/17-15),~~ PRESSPlus2 other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the Superintendent or designee. Students absent for a valid cause may make up missed homework and classwork assignments in a reasonable timeframe.

##### Absenteeism and Truancy Program

The Superintendent or designee shall manage an absenteeism and truancy program in accordance with the School Code and School Board policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified.
2. A protocol for excusing a student in grades 6 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.
4. A process to telephone, within two hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification. *In case where parent*
5. A process to identify and track students who are truants, chronic or habitual truants, or truant *cannot be*

minors as defined in [105 ILCS 5/26-2a](#).

6. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem.
7. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services. See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*.
8. A process for the collection and review of chronic absence data and to:
  - a. Determine what systems of support and resources are needed to engage chronically absent students and their families, and
  - b. Encourage the habit of daily attendance and promote success.
9. Reasonable efforts to provide ongoing professional development to teachers, administrators, Board members, school resource officers, and staff on the appropriate and available supportive services for the promotion of student attendance and engagement.
10. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered.
11. A protocol for cooperating with non-District agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records.
12. An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have been provided to the student.
13. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies.
14. ~~A process for a 17-year-old resident to participate in the District's various programs and resources for truant. The student must provide documentation of his/her dropout status for the previous six months. A request from an individual 19 years of age or older to re-enroll after having dropped out of school is handled according to provisions in 7:50, School Admissions and Student Transfers To and From Non-District Schools.~~
15. ~~A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student.~~ [PRESSPlus3](#)

#### Monitoring

Pursuant to State law and policy 2:240, *Board Policy Development*, the Board updates this policy at least once every two years. The Superintendent or designee shall assist the Board with its update.

LEGAL REF.:

[105 ILCS 5/22-92](#) and [5/26-1 through 18](#).

[705 ILCS 405/3-33.5](#), Juvenile Court Act of 1987.

23 Ill. Admin.Code §§1.242 and 1.290.

CROSS REF.: 5:100 (Staff Development Program), 6:150 (Home and Hospital instruction), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:80 (Release Time for Religious Instruction/Observance), ~~7:90 (Release During School Hours)~~, 7:190 (Student Behavior), 7:340 (Student Records)

Adopted: December 19, 2022

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**PRESSPlus Comments**

PRESSPlus 1. Intended for high school and unit districts only. See PRESS sample policy 7:70, *Attendance and Truancy*.

PRESSPlus 2. Intended for high school or unit districts. See f/n 5 of PRESS Sample policy 7:70, *Attendance and Truancy*.

PRESSPlus 3. Intended for high school and unit districts only. See PRESS sample policy 7:70, *Attendance and Truancy*.

## *Document Status: Draft Update*

### **Section 7 - STUDENTS**

#### **7:305 Student Athlete Concussions and Head Injuries**

The Superintendent or designee shall develop and implement a program to manage concussions and head injuries suffered by students. The program shall:

1. Fully implement the Youth Sports Concussion Safety Act (YSCSA), [PRESSPlus1](#) that provides, without limitation, each of the following:
  - a. The Board must appoint or approve member(s) of a Concussion Oversight Team for the District.
  - b. The Concussion Oversight Team shall establish each of the following based on peer-reviewed scientific evidence consistent with guidelines from the Centers for Disease Control and Prevention:
    - i. A return-to-play protocol governing a student's return to interscholastic athletics practice or competition following a force of impact believed to have caused a concussion. The Superintendent or designee shall supervise an athletic trainer or other person responsible for compliance with the return-to-play protocol.
    - ii. A return-to-learn protocol governing a student's return to the classroom following a force of impact believed to have caused a concussion. The Superintendent or designee shall supervise the person responsible for compliance with the return-to-learn protocol.
  - c. Each student and the student's parent/guardian shall be required to sign a concussion information receipt form each school year before participating in an interscholastic athletic activity.
  - d. A student shall be removed from an interscholastic athletic practice or competition immediately if any of the following individuals believes that the student sustained a concussion during the practice and/or competition: a coach, a physician, a game official, an athletic trainer, the student's parent/guardian, the student, or any other person deemed appropriate under the return-to-play protocol.
  - e. A student who was removed from interscholastic athletic practice or competition shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the return-to-play and return-to-learn protocols developed by the Concussion Oversight Team. An athletic team coach or assistant coach may not authorize a student's return-to-play or return-to-learn.
  - f. The following individuals must complete concussion training as specified in the ~~Youth Sports Concussion Safety Act~~ YSCSA: all coaches or assistant coaches (whether volunteer or a district employee) of interscholastic athletic activities; nurses, licensed healthcare professionals or non-licensed healthcare professionals who serve on the Concussion Oversight Team (whether or not they serve on a volunteer basis); athletic trainers; game officials of interscholastic athletic activities; and physicians who serve on the Concussion Oversight Team.

- g. The Board shall approve school-specific emergency action plans for interscholastic athletic activities to address the serious injuries and acute medical conditions in which a student's condition may deteriorate rapidly.
2. Comply with the concussion protocols, policies, and by-laws of the Illinois High School Association (IHSA), including its *Protocol for Implementation of NFHS Sports Playing Rules for Concussions*, which includes its *Return to Play (RTP) Policy*. These specifically require that:
    - a. A student athlete who exhibits signs, symptoms, or behaviors consistent with a concussion in a practice or game shall be removed from participation or competition at that time.
    - b. A student athlete who has been removed from an interscholastic contest for a possible concussion or head injury may not return to that contest unless cleared to do so by a physician licensed to practice medicine in all its branches in Illinois or a certified athletic trainer.
    - c. If not cleared to return to that contest, a student athlete may not return to play or practice until the student athlete has provided his or her school with written clearance from a physician licensed to practice medicine in all its branches in Illinois, advanced practice registered nurse, physician assistant or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches in Illinois.
  3. Require all student athletes to view the IHSA video about concussions.
  4. Inform student athletes and their parent(s)/guardian(s) about this policy in the *Agreement to Participate* or other written instrument that a student athlete and his or her parent/guardian must sign before the student is allowed to participate in a practice or interscholastic competition.
  5. Provide coaches and student athletes and their parent(s)/guardian(s) with educational materials from the IHSA regarding the nature and risk of concussions and head injuries, including the risks inherent in continuing to play after a concussion or head injury.
  6. Include a requirement for staff members to notify the parent/guardian of a student who exhibits symptoms consistent with that of a concussion.
  7. Include a requirement for staff members to distribute the Ill. Dept. of Public Health concussion brochure to any student or the parent/guardian of a student who may have sustained a concussion, regardless of whether or not the concussion occurred while the student was participating in an interscholastic athletic activity, if available.

LEGAL REF.:

[105 ILCS 5/22-80.](#)

105 ILCS [25/1.15, Interscholastic Athletic Organization Act.](#)

[20 ILCS 2310/2310-307, Civil Administrative Code of Illinois.](#)

CROSS REF.: 4:170 (Safety), 5:100 (Staff Development Program), 7:300 (Extracurricular Athletics)

Adopted: February 19, 2019

### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to a five-year review. **Issue 112, June 2023**

## *Document Status: Review and Monitoring*

### **Section 8 - COMMUNITY RELATIONS**

#### **8:25 Advertising and Distributing Materials in Schools Provided by Non-School Related Entities**

No material or literature shall be posted or distributed on District property that would: (1) disrupt the educational process, (2) violate the rights or invade the privacy of others, (3) infringe on a trademark or copyright, (4) be defamatory, obscene, vulgar, or indecent or (5) be inconsistent with the District's policies or mission, and all decisions shall be at the sole discretion of the school district. No material, literature, or advertisement shall be posted or distributed without advance approval as described in this policy. [PRESSPlus1](#)

All material that shall be posted or distributed shall be approved by the Superintendent or designee.

#### Community, Educational, Charitable, or Recreational Organizations

Community, educational, charitable, recreational, or similar groups may, under procedures established by the Superintendent, advertise events pertinent to students' interests or involvement. All advertisements must (1) be student-oriented, (2) prominently display the sponsoring organization's name, and (3) be approved in advance by the Superintendent or designee. The District reserves the right to decide where and when any advertisement or flyer is distributed, displayed, or posted.

#### Use of District for Advertising

Neither the facilities, the name, the staff, nor the students of the District shall be employed in any manner for advertising or otherwise promoting the interests of any commercial, religious, or other non-school agency or organization without express written consent from the Superintendent.

#### Distribution and Posting of Advertising

Distribution to students of flyers and announcements from non-district organizations and the posting of notices and advertisements on District property is prohibited unless specifically approved by the Superintendent pursuant to administrative guidelines.

LEGAL REF.:

[\*Lamb's Chapel v. Center Moriches Union Free Sch. Dist.\*](#), 508 U.S. 384 (1993).

*Berger v. Rensselaer Central Sch. Corp.*, 982 F.2d 1160 (7th Cir. 1993), *cert. denied*, 113 S.Ct. 2344 (1993).

*Sherman v. Community Consolidated Sch. Dist. 21*, 8 F.3d 1160 (7th Cir. 1993), *cert. denied*, 8 F.3d 1160 (1994).

*Hedges v. Wauconda Community Unit Sch. Dist. No. 118*, 9 F.3d 1295 (7th Cir. 1993).

*Victory Through Jesus Sports Ministry v. Lee's Summit R-7 Sch. Dist.*, 640 F.3d 329 (8th Cir. 2011), *cert. denied*, 565 U.S. 1036 (2011).



*DiLoreto v. Downey Unified Sch. Dist.*, 196 F.3d 958 (9th Cir. 1999).

Adopted: August 20, 2018

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### **PRESSPlus Comments**

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com)), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
- Update the policy language due to changes in local conditions
- Make no changes, but update the adoption date to reflect that the policy has been reviewed and re-adopted

**Issue 112, June 2023**

## *Document Status: Review and Monitoring*

### **Section 8 - COMMUNITY RELATIONS**

#### **8:95 Parental Involvement**

In order to assure collaborative relationships between students' families and the District, and to enable parents/guardians to become active partners in their children's education, the Superintendent shall: [PRESSPlus1](#)

1. Keep parents/guardians thoroughly informed about their child's school and education.
2. Encourage parents/guardians to be involved in their child's school and education.
3. Establish effective two-way communication between parents/guardians and the District.
4. Seek input from parents/guardians on significant school-related issues.
5. Inform parents/guardians on how they can assist their children's learning.

The Superintendent shall periodically report to the Board of Education on the implementation of this policy.

CROSS REF.: 6:170 (Title I Programs), 6:250 (Community Resource Persons and Volunteers), 8:10 (Connection with the Community), 8:90 (Parent Organizations and Booster Clubs)

Adopted: June 17, 2019

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#### **PRESSPlus Comments**

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

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**Issue 112, June 2023**